



**City of San Diego**

**MEMORANDUM**

**DATE:** January 14, 2008

**TO:** Andrea Tevlin, Independent Budget Analyst

**FROM:** Councilmember Donna Frye  
Councilmember Tony Young

**SUBJECT:** Whistleblower Hotline Staffing

---

The independence of the city's whistleblower hotline from city management is crucial for it to work effectively. It must provide employees a safe and confidential place to lodge complaints and air concerns about any improper conduct by members of city management to an impartial and neutral party. To address this concern, we are proposing the following options for discussion in the upcoming budget deliberations:

- Increase staff positions in the Office of the Independent Budget Analyst, Internal Auditor, or other city department independent from management to administer the whistleblower hotline. This could be a cost neutral action as current hotline staffing could simply be shifted to another department in the city, or;
- Creation of an independent entity within the city whose sole responsibilities are to administer the whistleblower hotline, investigate complaints and address confirmed violations and unethical behavior.

Please provide an analysis of this proposal in the next thirty days to the Public Safety and Neighborhood Services Committee. Also include an outline of procedures and processes that should be implemented to administer the hotline, investigate complaints and address confirmed violations and unethical behavior.

Thank you for your attention to this matter. Your timely response is greatly appreciated.

DF/TY/ks